

# ST MARTHA PARISH COUNCIL

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## Minutes of the Meeting of St Martha Parish Council held on 17<sup>th</sup> June 2020 at 11 a.m. by Zoom Video Conferencing

### Present:

Cllr Mrs. P. Allen  
Cllr G. Brown  
Cllr J. Peake (Vice Chairman)  
Cllr Mrs. C. Price  
Cllr Jean-Pierre Pugh  
Cllr S. Sokolowski (Chairman)

**In attendance: Parish Clerk** - Anne Tait

### Also present:

Andrew Norris  
Cllr Keith Taylor – Surrey County Council (until 11:30 a.m.)  
Cllr Adrian Cansell – Shalford Parish Council  
Cllr Diana Jones – GBC  
Cllr Richard Billington GBC (joined at 12:15 p.m.)  
Maggie Scott – Chilworth2gether

### CHAIRMAN'S ANNOUNCEMENT

The Chairman welcomed everyone and explained the arrangements for conducting the Zoom meeting.

### AGENDA PART I

#### **20/36 APOLOGIES FOR ABSENCE**

There were no apologies as all Members were present.

#### **20/37 THE ANNUAL MEETING OF THE PARISH COUNCIL**

**RESOLVED:** It was AGREED unanimously not to hold an Annual Meeting of the Parish Council in 2020 and allow all appointments to continue until May 2021. It was noted that the present Internal Auditor has resigned and therefore his appointment would not be carried over to 2021.

#### **20/38 CO-OPTION OF A PARISH COUNCILLOR**

**RESOLVED:** It was AGREED unanimously that Jean-Pierre Pugh be appointed as a Parish Councillor. Jean-Pierre signed his Declaration of Acceptance Form and joined other Cllrs in the meeting.

#### **20/39 DECLARATION OF INTERESTS**

None declared

#### **20/40 MINUTES**

**RESOLVED:** The Minutes of the Council Meeting held on 22<sup>nd</sup> April 2020 were approved as a correct record and will be signed by the Chairman at the next earliest opportunity.

#### **20/41 PUBLIC SESSION**

The Clerk reported that two messages had been received from Rosemary Lemon.

1. **Chilworth Station:** The free-standing light on the right on the pavement just as the Station House garden curves (existing station northwards) and maybe 10 feet or so beyond the double gates – is not working.

**RESOLVED:** Cllr Mrs Allen will report this to Mal Thurman the Station Manager.

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2. **Flow of Water:** The 'stream' that runs under the road from White Cottage pond behind 77 and 79 Dorking Road and then through The Percy Arms garden is exceptionally low and hardly moving. Cllrs noted that this a long-standing problem and further investigations need to be done to ascertain the water flow within the grounds of Postford House.

**RESOLVED:** Cllr Peake will speak to Hilary Parker for the contact details of the residents of Postford House, with a request for a Member to visit to ascertain the situation regarding flow of water at their property.

### 20/42 REPORTS:

To receive Reports, Communications and Updates (for information only, or to be discussed at a future Council meeting).

- **Surrey County Councillor Report:** Cllr Keith Taylor reported that he had spoken to Bahram Assadi regarding the 30 mph roundels on the road at either end of the Chilworth C of E School. Bahram Assadi apologised for the delay, but they are scheduled to be carried out in this financial year. A discussion took place regarding the recent number of cars parked on the lay-bys near to the Silent Pool car park. It was noted that the Police had attended and that traffic cones had now been placed on the A25.
- **Parish Clerk:** The Clerk reported that Cllr Jean-Pierre Pugh will attend the Shalford Parish Council meeting on 18/06/2020. The Clerk will contact the Clerk of Shalford PC with a request to send Jean-Pierre the Zoom log-in details.
- **Borough Councillor:** Cllr Diana Jones reported that the Guildford Museum is collating memories of living through the Coronavirus pandemic and would appreciate stories photos and videos linked to the themes of:
  - Home schooling
  - Working from home
  - Keeping fit
  - Socialising on line
  - The view from your window during lockdown
  - New skills and crafts learnt during lockdown.

In addition, they are interested in how businesses and the workplace have adapted and how communities have come together to support each other, for example groups that have made PPE for the NHS and other examples of 'community spirit. Collections manager is Sarah Fairhurst email: [HeritageServices@guildford.gov.uk](mailto:HeritageServices@guildford.gov.uk)"

- **Parish Councillors**  
Cllr C. Price reported on the Shalford Parish Council Meeting held on 21/05/2020. It was noted that Ashley House Care Home will be closing at the end of July for re-development. The capacity of residents is to be increased from 23 to 60. Concerns have been raised regarding parking for assistants and visitors.

The Chairman reported that a meeting with Shalford PC regarding Chilworth Post Office is to be arranged.

### 20/43 THE GUNPOWDER MILLS

#### West Lodge

It was noted that comments from the public had now closed on GBC Planning Application: 20/P/00793 for a 'Change of Use'. Nineteen letters of support and thirteen opposing the application had been registered with GBC. The substance of the objections are in respect of vehicle issues (mainly parking, sight lines and speed) rather than the principle of the proposed use.

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Maggie Scott reported on the progress of the pre-application to the Heritage Lottery Fund.

**RESOLVED:**

1. Cllr Mrs Allen agreed to speak to the residents of the 'Tile House', Blacksmith Lane, with a request to cut the hedge. This is encroaching over the highway reducing the width and causing a "pinch point" - further narrowing the lane.
2. A request is sent to the Police asking for a statistical number of incidents and or accidents either advised or have become aware of involving vehicles using Blacksmith Lane or Powder Mills Place over the last five years. Information required is alleged speeding, parking or obstruction, and accidents/collisions.

### **20/44 PLANNING**

(a) Councillors to note the outcome of those applications previously reported:

- **20/P/00639:** Heathfield House, Lockner Holt, Chilworth, GU4 8RG. Variation of Condition 2 (drawing numbers) re **19/P/01757** approved on 03/12/19, re minor amendments to roof profile, floor layout and fenestration and addition of rooflights. **GBC APPROVED 03/06/2020.**

(b) Councillors to **AGREE** a response to GBC on the following application:

- **20/P/00821:** Roseacre House, 23 Roseacre Gardens, Chilworth, GU4 8RQ - Erection of a single storey rear extension. **Parish Council recommend that GBC approve the plans as submitted.**

**20/45 CHILWORTH WAR MEMORIAL** Cllr Allen reported that she had trimmed some the shrubs and generally tidied up the area. There is a piece of damaged stonework on one of the lower steps which requires repairing before the autumn/winter.

**RESOLVED:** The clerk to contact John Bailey sending a photograph of the damage.

### **20/46 CORRESPONDENCE**

Chilworth Post Office:

**RESOLVED:** To arrange a meeting with Members of Shalford Parish Council and Mr and Mrs Patel at the Londis Supermarket to discuss the possibility of the shop taking on the Post Office business. It was noted that this is a very import community asset for the Village.

### **20/47 FINANCIAL MATTERS**

**RESOLVED:**

- (a) **RESOLVED:** Cllrs approved the bank reconciliation for April 2020
- (b) **RESOLVED:** Cllrs approved the St Martha Annual Accounts for year ended 31/03/2020
- (d) **RESOLVED:** Cllrs approved Section 1 of the Annual Governance and Accountability Return (AGAR) 2019/20. Arrangements were to be made for the Chairman to sign.
- (e) **RESOLVED:** Cllrs approved Section 2 - the Accounting Statements of the AGAR 2019/20 Arrangements were to be made for the Chairman to sign.
- (f) **RESOLVED:** Cllrs to agree to submitting a Certificate of Exemption for a smaller authority where the gross income or gross annual expenditure does not exceed £25,000. Arrangements were to be made for the Chairman to sign.

### **20/48 ITEMS FOR THE NEXT MEETING**

Councillors agreed the following items for discussion at the next meeting:

- The Chilworth War Memorial remedial work
- Highways and Rights of Way
- Shalford Parish Council Meeting and Chilworth Post Office

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### **EXCLUSION OF PRESS AND PUBLIC**

EXCLUSION OF PRESS AND PUBLIC it was RESOLVED at 12:45 p.m. that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the Public be excluded from the items listed under Confidential business of the Agenda.

The Chairman thanked those present for their attendance and closed the meeting at 1:15 p.m.

**DATE OF NEXT MEETING:** Wednesday 15<sup>th</sup> July 2020